



Administrative Committee Agenda Packet

Governor
Arnold Schwarzenegger

Chair
Lawrence Gottlieb

Executive Director
Brian McMahon

Tuesday
March 14, 2006
1:00 p.m. — 4:00 p.m.

Teleconference Sites:
California Community Colleges
1102 Q Street, Room 3A
Sacramento, CA

Los Angeles Valley College
Professional Media Resource Center
5800 Fulton Avenue
Valley Glen, CA



**Administrative Committee
VIDEO TELECONFERENCE MEETING NOTICE**



Lawrence Gotlieb
Chairman

**March 14, 2006
1:00 – 4:00 pm**

Arnold Schwarzenegger
Governor

Christine Essel
Vice Chair

Video Teleconference Sites:

Brian McMahon
Executive Director

**California Community Colleges
1102 Q Street, Conference Room 3A
Sacramento, CA 95814**

**Los Angeles Valley College
Professional Media Resource Center
5800 Fulton Avenue
Valley Glen, CA 91401**

AGENDA

- 1. Welcome and Announcements**
- 2. Update - Executive Director's Report**
 - **Legislative Update**
 - **Workforce Innovation in Regional Economic Development (WIRED) Initiative**
- 3. Action – Approval of Administrative Items**
 - **October 31, 2005 Summary of Actions**
 - **Waiver Requests to be Submitted to the Department of Labor (DOL)**
 - **Local Area Modification Request by NoRTEC to add Sierra County**
- 4. Action – Approval to Participate in DOL's Sharing How Access to Resources Empowers (SHARE) Initiative**
- 5. Update – Special Committee Reports**
 - **Business & Industry**
 - **Targeting Resources**
 - **Lifelong Learning**
 - **Accountability in Workforce Investments**
- 6. Discussion - March 30, 2006 State Board Meeting Agenda**
- 7. Public Comment**
- 8. Other Business That May Come Before the Committee**

Meeting conclusion time is an estimate; meeting may end earlier subject to the completion of agenda items and/or approved motion to adjourn.

In order for the Committee to provide an opportunity for interested parties to speak at the public hearings, public comment may be limited. Written comments provided to the Committee must be made available to the public, in compliance with the Bagley-Keene Open Meeting Act, §11125.1, with copies available in sufficient supply.

Individuals who require accommodations for their disabilities (including interpreters and alternate formats) are requested to contact the California Workforce Investment Board staff at (916) 324-3425 at least ten days prior to the meeting. TTY line: (916) 324-6523. Please visit the California Workforce Investment Board website at <http://www.calwia.org> or contact Teresa Gonzales at (916) 324-3425 for additional information

Welcome and Announcements

- **Larry Gotlieb, Chair**

Update – Executive Director’s Report

- **Legislative Update – This report will focus on the following three items:**
 1. **Senate Bill 293 (Ducheny) Analysis – Attachment 1**
 2. **National Governors Association side-by-side of both the House and Senate versions related to federal reauthorization – link to side by side www.nga.org/files/pdf/05wia.pdf**
 3. **Budget Resolution Proposal with specific emphasis on Career Advancement Accounts – Attachment 2**
- **Workforce Innovation in Regional Economic Development Initiative**

SENATE RULES COMMITTEE
Office of Senate Floor Analyses
1020 N Street, Suite 524
(916) 445-6614 Fax: (916) 327-4478

SB 293

THIRD READING

Bill No: SB 293
Author: Ducheny (D)
Amended: 5/17/05
Vote: 21

SENATE LABOR & INDUST. RELATIONS COMMITTEE: 6-2, 4/27/05
AYES: Alarcon, Campbell, Dunn, Figueroa, Kuehl, Lowenthal
NOES: Ackerman, Runner

SENATE APPROPRIATIONS COMMITTEE: Senate Rule 28.8

SUBJECT: Workforce Training Act: education, training, and investment

SOURCE: Author

DIGEST: This bill deletes obsolete language in the state Unemployment Insurance Code relative to workforce training and job services and incorporates provisions of the 1998 federal Workforce Investment Act (WIA) and additional changes from its reauthorization as well as provisions that guide the state's implementation of the WIA.

ANALYSIS: Federal funding for job training is currently provided through WIA, which is currently being revised in Congress. When initially enacted, WIA folded funding from the previous Job Training Partnership Act into a significantly changed system that includes:

1. Universal access to services, rather than by eligibility.
2. Increased local discretion, guided by investment boards (WIBs) responsible for ensuring that services meet the needs of local businesses and their employees.
3. Three levels of services, only providing training services to those unable to find a job after receiving core and intensive services.
4. New spending regulations for adult, youth and dislocated worker programs.
5. Individual Training Account (ITA) vouchers allowing for training provider choice.
6. Federally mandated performance measures.

The federal program is administered through the state and 50 local boards and includes nine regional economies with different priorities due to their different major industries, workforces and housing and transportation patterns. Local educational agencies and counties prepare various local job training programs with respect to welfare-to-work programs, as specified. Under WIA Title I, the Governor appoints the state board, designates local areas, certifies local boards and establishes eligibility procedures for identifying training providers and allocating funds for required and allowable statewide programs and local administration.

WIA funds for California are subject to strict guidelines, but 15 percent of the total state funding is controlled by the Governor. In addition to its other functions, the Employment Development Department (EDD) is the primary state department responsible for the day-to-day administration of WIA. It administers WIA program funding, implements the state policies and directives and interprets federal regulations and guidelines.

This bill revises state statute to incorporate provisions of WIA, as well as changes resulting from its reauthorization, and revises provisions relating to state administration of the state and local WIBs and workforce development programs. Specifically, this bill:

1. Deletes obsolete language.
2. Identifies composition and responsibilities of the state and local WIBs and one-stop career center system.
3. Provides continuity in delivering appropriate local job services to local workforces and job security protections for state employees affected by the reorganization of workforce development programs, as specified.
4. Creates standards for state and local planning activities including authorizing local WIBs to submit a unified local plan instead of various plans from local educational agencies and counties.
5. Sets standards for the 15 percent of total state funds that are for use at the Governor's discretion including requirements for notifying the Legislature of how the funds are allocated and the outcomes of these investments.
6. Specifies how ITA funds may be used.

Comments

Supporters of this bill say that it is necessary in order for California to realize the full potential of its implementation of the federal WIA. Supporters contend that this bill enables California to take advantage of opportunities for flexibility under WIA, such as developing additional performance criteria focused on business services or cross-program infrastructure and budgeting plans. Effective state and local WIB partnerships are required for cost sharing, accountability and integration of services necessitated by the over all decline in federal funding, state budget cuts and the impact of the economic downturn on local workforce areas. Supporters of this bill argue that giving the state board a role in advising the Governor on

how to allocate the 15 percent discretionary funding will show recognition for its expertise while expanding public review of the program. This bill also provides for greater legislative oversight. Finally, this bill ensures continuity in the delivery of locally relevant job services at the one-stop career centers to the extent possible under the yet to be enacted federal law.

Prior legislation: Previous bills that conformed state statutes to federal law and/or enabled state implementation of WIA, but were not enacted include SB 146 (Solis, 1999), SB 43 (Johnson, 1999), and SB 1137 (Vasconcellos, 1999).

FISCAL EFFECT: Appropriation: No Fiscal Com.: Yes
Local: Yes

SUPPORT: (Verified 5/25/05)
International Association of Workforce Professionals, San Gabriel
Chapter
Numerous individuals

NC:mel 5/25/05 Senate Floor Analyses

SUPPORT/OPPOSITION: SEE ABOVE

Federal Administration Fiscal Year 2007 Budget Request Career Advancement Accounts

Background

The Federal Administration Fiscal Year (FY) 2007 Budget Request for the Employment and Training Administration entailed a total of \$3.413 billion¹ for the proposed Career Advancement Accounts (CAA). CAAs are self-directed accounts that workers entering the workforce or transitioning between jobs and careers, or incumbent workers in need of new skills to remain employed, can use to purchase education and training. Funds previously appropriated for the following programs would be allocated to states as a single funding stream:

- Workforce Investment Act (WIA) Adult Program
- WIA Dislocated Worker Program
- WIA Youth Program
- Employment Service programs (including Employment Service formula grants, labor market information grants).

States would be required to use at a minimum approximately 75% of these funds to provide CAAs to individuals in need of employment assistance. Individuals receiving CAAs must use them to pay for expenses directly related to education and training. The State administrative cost cap would be reduced from 10 percent to 3 percent. The states would be able to use up to 22 percent of the remaining funds to provide basic employment services such as career assessment, workforce information, and job search assistance to job seekers. Additionally, the FY 2007 Budget includes \$24.8 million for workforce information and electronic tools that will be important resources in helping individuals use their CAA.

States and local areas would be required to provide access to CAAs and basic employment services through community career centers, which may be the existing One-Stop Career Centers. Ms. Emily Stover DeRocco, Assistant Secretary for Employment and Training, outlined in a letter dated February 10, 2006 the rationale behind the budget request for CAAs, "...the specific system design would be left to the states and localities to decide. States and localities would be encouraged to deliver services based on what has worked for them in the past... Undoubtedly, many states would choose to continue...state and local boards, as well as the system of One-Stop Career Centers for delivering services. However, some states and areas may choose to move away from that design and identify a system that will work better for them, and at a lower operating cost."²

The CAA proposal is intended to "rein in overhead costs", so that more resources could go directly to worker training. The Administration estimates that CAA funds will provide training opportunities to some 800,000 workers, "more than tripling the number

¹ This represents a 15% cut from the FY 2006 comparable budget of over \$4 billion.

² http://www.workforceatm.org/articles/templates.cfm?results_art_filename=dearcolleague.htm

of workers trained under the current workforce investment system”.

CAA System

The following is based upon comments and press releases from the Federal administration.

- The CAA (self-managed accounts) will provide individuals up to \$3,000 for training and education. This may include the purchase of intensive, supportive, and job training services.
- CAAs would be available to incumbent workers and unemployed persons most at risk of exhausting their benefits.
- The CAA proposal will require that the amount of the CAA be uniform throughout the state and not exceed \$3,000.
- The state will be required to maintain a universally accessible “community career centers”, which may be the existing One-Stop system, to provide services similar to the WIA core services. However, those services under WIA; such as, intensive, supportive, and training will be purchased by individuals with CAAs.

Action – Approval of Administrative Items

- **October 31, 2005 Summary of Actions**
- **Waiver Requests to be Submitted to the Department of Labor**
- **Local Area Modification Request by NoRTEC to add Sierra County**

Administrative Items

Action Requested

The Administrative Committee approve the October 31, 2005 Administrative Committee Summary of Actions. Additionally, that the Administrative Committee recommend approval to the State Board of the following administrative items: 1) the State Workforce Investment Act (WIA) Waiver Request package for submission to the U.S. Department of Labor and 2) Northern Rural Training and Employment Consortium's (NoRTEC) request to add Sierra County to their Local Area.

Background

The purpose of this document is to outline the administrative items that require action by the Administrative Committee.

Approval of the October 31, 2005 Administrative Committee Summary of Actions

Attachment 1 contains a summary of the actions taken at the October 31, 2005 Administrative Committee Meeting.

Approval of the State WIA Waiver Request Package

The Workforce Investment Act (WIA) of 1998 provides general statutory and regulatory waiver authority, with some exceptions, to ensure that states and Local Workforce Investment Areas (Local Area) are allowed flexibility in implementing WIA programs. The U.S. Department of Labor (DOL) encourages State and local officials to take full advantage of the waiver process to design flexible, effective State and local workforce development systems.

The State Board solicited suggestions for WIA waivers from State and local partners and stakeholders during the State Plan public planning process. The State Board's Administrative Committee assumed the responsibility for overseeing the development and submission of waiver requests and asked the State Board and Employment Development Department (EDD) staff to recommend a process for systematically developing waiver requests on an annual basis. The State Board approved the waiver request process at its November 30, 2005 meeting.

Immediately following that meeting, staff convened the ad hoc workgroup required by the process to develop State waiver requests from the list of suggested waivers that were collected during the State Plan public process. The workgroup also, at the request of the State Board, extended the solicitation period for new waiver requests to January 31, 2006. The approved process, including notice of the solicitation period extension, was transmitted to the workforce community via a WIA Directive which was posted on both the State Board and EDD website in December 2005.

The ad hoc workgroup is comprised of EDD and State Board staff, as well as five Local Area representatives. The workgroup met by conference call several times between December 2005 and February 2006, to analyze each waiver suggestion and any new requests received during the extended solicitation period, to eliminate those suggestions that had no support, and to develop and write waiver requests that did have support. The four waiver requests that the workgroup developed are:

- Customized Training Match – Waiver to change the required 50 percent employer match for customized training to a match based on a sliding scale, ranging from 10 to 50 percent for the employer match. (See Attachment 2 for waiver request)
- Transfer Authority - Waiver to increase the transfer authority of Local Workforce Investment Boards (Local Boards) from the current 20 percent to 50 percent for Adult and Dislocated Worker funds. (See Attachment 3 for waiver request).
- Incumbent Worker Training at the Local Area Level– Waiver that would allow Local Boards, at their discretion, to use up to 10 percent of Local Area formula funds for adults and dislocated workers to provide statewide employment and training activities, specifically to carry out Incumbent Worker Training programs at the Local Area level. (See Attachment 4 for waiver request).
- Public Service Employment During Times of Declared Disaster or Emergency – The waiver would allow the use of adult and dislocated worker funds to place individuals in public service employment prior to the effective date of a National Emergency Grant award. (See Attachment 5 for waiver request).

The four waiver requests were approved for publication by State Board and EDD leadership and by the Labor and Workforce Development Agency (LWDA). The requests were published for a 30-day public comment period via EDD's WIA Information Bulletin and the State Board's website on February 9, 2006. As of the date of this report, no public comments have been received. With approval of the four waiver requests by the Administrative Committee, they will be presented to the State Board at its March 30, 2006 meeting. With State Board approval, the State waivers package will then be submitted to the LWDA for submission to the DOL in early April 2006.

Approval of a Local Area Modification Request by NoRTEC to add Sierra County

The NoRTEC submitted A Local Area modification request application to the State Board on November 9, 2005. The application requests that Sierra County move from the Golden Sierra Consortium (GSC) to the NoRTEC Local Area. The NoRTEC has followed all requirements for the Local Area modification process, and GSC indicated they are not opposed to Sierra County's desire to become part of NoRTEC. No comments opposing the incorporation of Sierra County into NoRTEC were received during the public comment period. The EDD Workforce Investment Division has reviewed and recommended approval of NoRTEC's Local Area modification request.

The GSC's economy is based on services and manufacturing, focusing on high-tech businesses. The area has experienced high growth in both population and business. The NoRTEC's private sector economy is comprised of tourism, small business and agriculture; the single largest employer, however, is government. Both areas have a similar population of close to or just over 600,000.

Sierra County's population is 3,538; its economy is comprised of mining and logging industries. Sierra County residents have been provided limited services; most job seekers are referred to other counties for WIA services. Due to recent developments, however, WIA core services are now provided two days a month through June 2006. Sierra County and six of the nine NoRTEC counties are part of the Northern California Region which is heavily dependent on natural resources making Sierra County better aligned economically with NoRTEC. GSC Counties are a part of the Greater Sacramento Region and their economic base is increasingly shifting toward the Sacramento area.

Approval of the NoRTEC Local Area modification request will achieve the following benefits:

- Better alignment of workforce resources. Because Sierra County borders NoRTEC county of Plumas, these counties often collaborate on projects and programs.
- Provide greater accessibility to services for customers in Sierra County. The NoRTEC will provide a broader array of programs and services for job seekers and businesses of Sierra County. Additionally, NoRTEC is proposing to provide a full time WIA presence in Sierra County and to implement a business services program. Currently, the GSC is only providing Sierra County with a part time WIA presence for job seekers who are referred to other counties for service.
- Improve the operations and the services in the participating Local Areas. The NoRTEC contracted service provider for Lassen and Plumas Counties is the Alliance for Workforce Development, Inc. (AFWD). AFWD has also assisted the GSC with Rapid Response services. The modification will allow AFWD to expand their services to Sierra County without contracting with a second Local Area.

**California Workforce Investment Board
Administrative Committee Meeting
October 31, 2005 Summary of Actions**

Members in Attendance

Larry Gotlieb, Chair
Victoria Bradshaw
Jamil Dada
Chris Essel
Warren Jackson
Kirk Lindsey

Discussion Items:

Updates by the Four Special Committees

The four Special Committee Chairs and Staff Lead provided updates regarding the work of their respective Committees.

November 30 State Board Meeting

The Committee reviewed and concurred with the items presented on the draft agenda.

Action Items:

Approval of Waiver Process

The Administrative Committee was presented with a waiver process for systematically developing waiver requests on an annual basis. The Committee unanimously agreed with moving the waiver process forward to the State Board with a minor correction. Specifically they requested language be added that would not preclude individual waiver requests from being submitted and processed any time due to unusual circumstances or emergencies.

**STATE OF CALIFORNIA
WORKFORCE INVESTMENT ACT (WIA)
WAIVER REQUEST**

Customized Training Match

The California Workforce Investment Board (State Board) and the Employment Development Department Workforce Services Branch (WSB), as the administrative entity of the WIA in the State of California, submit this request for a general waiver to change the required 50 percent employer match for customized training at WIA 101(8)(C) to a match based on a sliding scale, ranging from 10 to 50 percent for the employer match. Specifically, the Governor shall establish, or may authorize the Local Workforce Investment Boards (Local Boards) to establish the required portion of the costs, which shall not be less than 10 percent of the costs for employers with 50 or fewer employees, 25 percent of the costs for employers with greater than 50 through 100 employees, and 50 percent of the costs for employers with more than 100 employees. This waiver will apply to Program Year 2006 and subsequent years.

In keeping with the guidelines set forth at WIA Section 189(i)(4)(b) and 20 CFR Part 661.420(c), please accept the following as a request for a waiver.

A. Statutory or Regulatory Requirements to be Waived

The State of California is requesting a waiver of the requirement of the 50 percent employer match for customized training, as identified at WIA Section 101(8)(C).

B. Goals of the Waiver and Expected Programmatic Outcomes if Waiver is Granted

The proposed sliding scale will provide the Local Boards with greater flexibility for responding to changes in their local labor markets and will help ensure that the WIA funds allocated to each Local Workforce Investment Area are being utilized in a way that will maximize customer service and other demand-driven needs of the business community.

By removing the requirement of a 50 percent employer match towards the cost of training to businesses with 100 or less employees, Local Boards will be able to more effectively market WIA-funded customized training to the private sector in support of building relations with employers in demand/growth industries.

The proposed sliding scale for the employer match will create the necessary flexibility for employers to provide the required match at a level more reasonably suited to their size and the cost benefit ratio of contributing to a match to receive skilled employees. Allowing businesses to apply the sliding scale to determine the match amount will increase participation in the WIA customized training programs at the local level. Local

Boards will increase their participation rates for skilled job seekers that received training and found employment. Employers will benefit by having a labor pool with the marketable skills they require.

C. State or Local Statutory or Regulatory Barriers

There are no State or local statutory or regulatory barriers to implementing the proposed waiver.

D. Description of Individuals Impacted by the Waiver

Individuals affected by this waiver are employers with 100 or fewer employees, who will benefit from the waiver due to the reduced match requirement and the ability to train a small number of individuals to their unique specifications. Adults, older Youth, and Dislocated Workers who receive customized training and subsequent employment will also benefit.

E. Opportunity for Public Comment and the Process for Monitoring Implementation of the Waiver

This request was developed as a result of concerns expressed by Local Boards and demand from business partners. As with all other major policy and procedural decisions made by the State, we relied heavily upon input from local partners. The problems with the current 50 percent requirement for employer match for customized training were discussed with local partners to gain input on those problems and on the benefits of being granted this waiver. The procedure used by the State is detailed in WIADD-110, WIA Waiver Request Process, posted December 22, 2005. This procedure includes the requirement for making any waiver requests available for public comment for a 30-day period prior to their going final.

The State Board and the WSB, as the administrative entity of the WIA in California, will monitor all incumbent worker training by Local Boards. The State's current policy directive and monitoring policy/procedures will be modified to include this waiver.

**STATE OF CALIFORNIA
WORKFORCE INVESTMENT ACT (WIA)
WAIVER REQUEST**

Transfer Authority

The California Workforce Investment Board (State Board) and the Employment Development Department Workforce Services Branch (WSB), as the administrative entity of the WIA in California, submit this request for a general waiver to increase the transfer authority of Local Workforce Investment Boards (Local Boards) from the current 20 percent to 50 percent for Adult and Dislocated Worker funds. This waiver will apply to Program Year 2006 and subsequent years.

In keeping with the guidelines set forth at WIA Section 189(i)(4)(b) and 20 CFR Part 661.420(c), please accept the following as a request for a waiver.

A. Statutory or Regulatory Requirements to be Waived

WIA Section 133(b)(4) and 20 CFR Part 667.140 state that a Local Board may transfer, if such a transfer is approved by the Governor, not more than 20 percent of the funds allocated to the Local Workforce Investment Area (Local Area)...for a fiscal year between Adult employment and training activities and Dislocated Worker employment and training activities. [Note, the Appropriations Act of 2005 kept the transfer limit at 30 percent for PY 2005–06 funds.]

B. Goals of the Waiver and Expected Programmatic Outcomes if Waiver is Granted

The proposed increase to 50 percent will provide the Local Boards with greater flexibility for responding to changes in their local labor markets and will help ensure that the WIA funds allocated to each Local Area are being utilized in a way that will maximize customer service and other demand-driven needs of the business community. The goal is increased flexibility for the Local Areas in allocating and expending Adult and Dislocated Worker funds. Such flexibility would enable Local Areas to better serve the needs of their customers and would heighten their ability to respond to changes in local labor markets, particularly to respond to the growing employer demand for Employed Worker Training, which can be funded at the local level only with WIA Adult funds. This increased flexibility will also allow greater responsiveness to deal with massive worker dislocations affecting large and small business throughout California.

C. State or Local Statutory or Regulatory Barriers

There are no State or local statutory or regulatory barriers to implementing the proposed waiver.

D. Description of Individuals Impacted by the Waiver

All Adults and Dislocated Workers, as well as business customers, will benefit from the waiver. Granting the Local Boards the ability to move substantial funds to the areas of greatest need will ensure optimum service to the general population of that workforce area. Additionally, this ability will allow Local Areas to make better use of formula funds for incumbent worker training, should that waiver request be granted, thereby focusing more effort on economic growth in high-level skills occupations.

E. Opportunity for Public Comment and the Process for Monitoring Implementation of the Waiver

This request was developed as a result of concerns expressed by Local Boards and demand from business partners. As with all other major policy and procedural decisions made by the State, we relied heavily upon input from local partners. The problems with the current 20 percent (30 percent for Program Year 2005-06) limitation on funds transfers between Adult and Dislocated Worker funding streams were discussed with local partners to gain input on those problems and on the benefits of being granted this waiver. The procedure used by the State is detailed in WIADD-110, WIA Waiver Request Process, posted December 22, 2005. This procedure includes the requirement for making any waiver requests available for public comment for a 30-day period prior to their going final.

The State Board and the WSB, as the administrative entity of the WIA in California, will monitor all incumbent worker training by Local Boards. The State's current policy directive and monitoring policy/procedures will be modified to include this waiver.

**STATE OF CALIFORNIA
WORKFORCE INVESTMENT ACT (WIA)
WAIVER REQUEST**

Incumbent Worker Training at the Local Area Level

The California Workforce Investment Board (State Board) and the Employment Development Department Workforce Services Branch (WSB), as the administrative entity of the WIA in California, submit this request for a general waiver of the restrictions on the use of local Workforce Investment Act (WIA) formula funds for Incumbent Worker Training at the Local Workforce Investment Area (Local Area) level. This waiver would allow Local Workforce Investment Boards (Local Boards), at their discretion, to use up to 10 percent of Local Area formula funds for adults and dislocated workers [WIA Section 133(b)] and youth [WIA Section 128(b)] to provide statewide employment and training activities identified at WIA Section 134 and 20 CFR 667.130, specifically to carry out Incumbent Worker Training programs at the Local Area level. This waiver will apply to Program Year 2006 and subsequent years.

In keeping with the guidelines set forth at WIA Section 189(i)(4)(b) and 20 CFR Part 661.420(c), please accept the following as a request for a waiver.

A. Statutory or Regulatory Requirements to be Waived

The State of California requests a waiver from the provisions of WIA Sections 129 (Use of Funds for Youth Activities) and 134 (Use of Funds for Employment and Training Activities), as well as a waiver from the provisions of WIA regulation at 20 CFR 663.145 regarding the use of WIA Title I Adult and Dislocated Workers formula funds.

B. Goals of the Waiver and Expected Programmatic Outcomes if Waiver is Granted

The proposed use of 10 percent of local formula allocated funds will provide Local Boards with greater flexibility for responding to changes in their local labor markets and will help ensure that the WIA funds allocated to each Local Area are being utilized in a way that will maximize customer service and other demand-driven needs of the business community. By allowing this use of funds, Local Boards will be able to more effectively market WIA-funded Incumbent Worker Training to the private sector in support of building relations with employers in demand-growth industries.

The anticipated goals are the improved flexibility in designing and implementing WIA programs for Local Boards and the improved ability of Local Boards to respond quickly to the needs of employers and incumbent workers. It is anticipated that there would be increased accountability at both the State and Local Area levels with this waiver.

C. State or Local Statutory or Regulatory Barriers

There are no State or local statutory or regulatory barriers to implementing the proposed waiver.

D. Description of Individuals Impacted by the Waiver

This waiver plan will positively affect business by reducing the risk of layoff or closure because workers have not kept current with new skills and technologies. It also has the potential, as businesses expand due to the enhanced skills of their current workers, to stimulate new, lower-skill positions and to create openings in positions vacated by incumbent workers who receive skills upgrade training. The training provided to individuals will make them more valuable to current and future employers. This waiver plan increases the role of Local Boards and the role of business in the workforce development system. It also increases local flexibility to respond to the business community, in keeping with the goals of the WIA.

E. Opportunity for Public Comment and the Process for Monitoring Implementation of the Waiver

This request was developed as a result of concerns expressed by Local Boards and demand from business partners. As with all other major policy and procedural decisions made by the State, we relied heavily upon input from local partners. The problems with limiting Incumbent Worker Training programs to the Governor's discretionary funds were discussed with local partners to gain input on those problems and on the benefits of being granted this waiver. The procedure used by the State is detailed in WIADD-110, WIA Waiver Request Process, posted December 22, 2005. This procedure includes the requirement for making any waiver requests available for public comment for a 30-day period prior to their going final.

The State Board and the WSB, as the administrative entity of the WIA in California, will monitor all incumbent worker training by Local Boards. The State's current policy directive and monitoring policy/procedures will be modified to include this waiver.

**STATE OF CALIFORNIA
WORKFORCE INVESTMENT ACT
WAIVER REQUESTS**

Public Service Employment During Times of Declared Disaster or Emergency

The California Workforce Investment Board (State Board) requests a waiver pertaining to public-service employment during times of declared disaster or emergency.

Workforce Investment Act (WIA) 195(10) and Title 20 of the Code of Federal Regulations (20 CFR) 667.264 state that no funds available under Title I of the Workforce Investment Act (WIA) may be used for public-service employment except as specifically authorized under that Title. WIA 173(d) authorizes the use of WIA funds for public-service employment under the conditions described in a National Emergency Grant (NEG) awarded to the state pursuant to a Federal Emergency Management Agency (FEMA) declaration of a disaster area in the state and the state's eligibility for public assistance; however, 20 CFR 671.170(3) and *Federal Register*, Vol. 69, No. 81, April 27, 2004, prohibit the use of those funds for public-service employment prior to the effective date of the NEG.

The State Board respectfully requests waivers to allow the State of California, following a disaster or emergency, to use WIA Title I adult or dislocated worker program funds, or NEG funds if such an award is subsequently made to the State, to place adults and dislocated workers in public service employment from the onset of the disaster or emergency, through the termination date of the NEG, or six months from the onset of the disaster or emergency, if no NEG is awarded. These public-service employment waivers would apply to WIA program year 2006 and subsequent years.

A. Statutory or Regulatory Requirements to be Waived

The State Board requests a waiver of 20 CFR 671.170(3) and the *Federal Register*, Vol. 69, No. 81, April 27, 2004, which limit the availability of NEG funds to the period specified in the grant agreement. The purpose of this waiver would be to allow California to enroll participants in NEG disaster projects retroactively to the date of the onset of the disaster or emergency, as declared by the Governor.

The Board also requests a waiver of WIA 195(10) and 20 CFR 667.264, which state that no funds available under Title I of the WIA may be used for public-service employment except as specifically authorized under that Title. The purpose of this waiver would be to allow California to use WIA Title I adult and dislocated worker funds to place individuals in public-service employment beginning on the date of the onset of the disaster or emergency, as declared by the Governor, even if no applicable NEG is subsequently awarded to California.

If approved, these waivers would permit the Governor of California to deploy adults and dislocated workers, including NEG-eligible individuals, to provide disaster relief and

humanitarian aid in a timely manner, rather than delaying those activities until a NEG has been approved or until the terms of the NEG are negotiated in accordance with 20 CFR 671.170(5).

B. Goals of the Waivers and Expected Programmatic Outcomes if Waivers are Granted

Immediately after our Governor declares a disaster or emergency, much clean up and recovery work is needed in order to restore order and ensure safety and stability for affected individuals and communities, as quickly as possible. Timing is of the essence for the most critical and life-threatening situations, but valuable time is consumed by the need to assess and prioritize the physical damage and its impact on individuals and businesses. Some clean up, recovery, and rescue work must occur immediately to address newly created and imminent risks to safety, health, and commerce.

It is the goal of this combined waiver request to mitigate those conditions by permitting the Governor to allow the placement of NEG-eligible individuals in public-service employment immediately following the eligible event, in anticipation that should the State receive an applicable NEG, the costs related to the public-service employment may be allocated to that NEG (even though they were incurred prior to the effective date of the NEG) or, if no NEG is awarded, adult or dislocated worker funds may be used. The early enrollment waiver would permit each affected Local Workforce Investment Area (Local Area) to take immediate and rapid action in placing individuals in much needed public service employment. The WIA formula funds waiver would eliminate the risk that a Local Area would incur debilitating costs should NEG funds not be made available later to cover those costs.

For example, on January 17, 2006, Governor Schwarzenegger sent a letter to President Bush requesting the President to declare a major disaster for 34 counties in the State of California as a result of rainstorms that commenced December 19, 2005. The letter was sent through FEMA Region IX in hope of receiving federal assistance, which could include NEG funding. Coordinating information collection and assessment efforts in multiple counties and political jurisdictions entails a significant collaborative effort and does take a considerable amount of time to complete in order to prepare a cogent request for emergency assistance. Additional time is needed by the federal government to evaluate and process the grant request, further delaying the approval date of a potential NEG.

This proposed waiver plan would help bridge the delay between a disaster declaration and the delivery of emergency services without putting local areas at risk of incurring unrecoverable costs. With the waivers in place, Local Areas may reach out to individuals dislocated by the disaster or emergency before they also become displaced from the Local Area. Furthermore, by placing those and other eligible individuals in public-service employment closely following the eligible event, which is the time of most critical need for both the affected individuals and the community as a whole, affected

individuals would benefit from an uncommon but much needed employment experience, and communities would benefit by the access to immediate clean up and recovery that is most urgently needed.

C. State or Local Statutory or Regulatory Barriers

There is no State or local, statutory or regulatory, barrier to implementing the proposed waivers.

D. Description of Individuals Impacted by the Waivers

Individuals and communities affected by the declared disaster would be positively impacted by the earlier placement of workers and provision of emergency aid as would be allowed under this waiver. Commerce could resume more swiftly because of the quick deployment of workers to remove the impediments to transportation and communications, and restore delivery of utility services. Other community activities could be returned to normal functioning sooner, as well.

Employment could be provided in a more timely manner to workers dislocated by the qualifying event, potentially shortening the length of their unemployment and reducing their need to be relocated to another area. Even more valuable is the added dimension to the work experience and training, made possible specifically because the public-service employment started immediately after the onset of the disaster or emergency, rather than weeks or months later. For example, during the earliest part of the recovery from a disaster or emergency, workers will have greater opportunity to learn creative problem-solving skills and strategies for working effectively under highly stressful conditions. Such abilities are sought by employers who hire workers for ongoing and long-term restoration and construction projects.

E. Opportunity for Public Comment and the Process for Monitoring Implementation of the Waivers

This request was developed as a method to resolve concerns expressed by local workforce investment boards and the business community. As with all other major policy and procedural decisions made by the State, we relied heavily upon input from local partners to identify both problems and potential solutions.

After gathering information regarding what types of issues might be addressed through the waiver process, the State formed a work group comprised of state and local partners. The work group reviewed the potential waiver issues, eliminated those that could be resolved through other means, drafted waiver requests for the remaining issues, and released them for a 30-day public comment period, using the State's Information Bulletin system. Comments were incorporated, and the revised waiver requests were then presented to the State Board for approval at its March 30, 2006, meeting.

As the administrative entity for WIA Title I activities in California, the Employment Development Department (EDD) will monitor all WIA public service employment and NEG activities. California's oversight and technical assistance policies and procedures will be modified to accommodate the changes necessitated by these waivers. Furthermore, feedback on the successes and challenges created by these waivers will be collected from the affected local areas through the normal statewide lines of communication, such as public discussions at State Board meetings, and contact with EDD's regional advisors, who serve as consultants to the local areas.

Action – Approval to Participate in DOL’s Sharing How Access to Resources Empowers Initiative

Approval to Participate in DOL's Sharing How Access to Resources Empowers Initiative

Action Requested

The Administrative Committee recommends approval to the State Board for California to participate in the Department of Labor's Sharing How Access to Resources Empowers (SHARE) initiative.

Background

In 2002 through 2004, the Department of Labor funded two pilot sites to implement a web-based resource directory of faith-based and community organization (FBCO) service providers. Both pilot sites succeeded in increasing the access of job seekers to the One-Stop Career Center system and its online or virtual services. Beginning in 2006, the Department of Labor is expanding this effort to nine other State Workforce Agencies to adapt this web-based resource directory. California has been invited to participate in this effort.

The objectives of the SHARE Network are to: 1) increase the number of services available to One-Stop customers by creating a web-based resource directory, and 2) create additional access points to the One-Stop Career Center system at new FBCO partner sites.

For specific details regarding this initiative see the attachment.

General Information on SHARE Network

Background

From 2002 through 2004, the Employment and Training Administration funded Job Service North Dakota and United Way of Brevard County (Florida) to implement pilot projects. Job Service North Dakota (JSND) created a Web-based Resource Directory of faith-based and community organization (FBCO) service providers throughout the state. United Way of Brevard trained FBCOs to act as “Access Points” to the One-Stop Career Center system by providing core services, including helping customers conduct job searches on the Internet.

Both projects succeeded in increasing the access of job-seekers to the One-Stop Career Center system and its online or virtual services. Both projects succeeded in increasing the number of active and committed FBCO partners collaborating with One-Stop Career Centers. For example, JSND increased the number of FBCO partners from three to more than five hundred. Additionally, most of those partnerships formed during these projects were sustained using local resources at the end of the grant cycle.

Beginning in spring of 2006, the U.S. Department of Labor will work with nine State Workforce Agencies to adapt the Web-based Resource Directory and Access Point projects to enhance access to workforce development services in their states. This initiative will be called **Sharing How Access to Resources Empowers (SHARE Network)**. States already committed to participating include: Ohio, Missouri, Montana, New Mexico, North Carolina and Tennessee. Several others will be announced in the coming weeks. In summer and fall of 2006, USDOL will seek to identify an additional 9 states.

Purpose

The **SHARE Network** will accomplish three main objectives:

- The participating State Workforce Agencies and their respective local Workforce Boards/One-Stop Career Centers will increase the number of services available to One-Stop customers by creating a Web-based Resource Directory of FBCO social service providers across the State; and
- The participating State Workforce Agencies and their respective local Workforce Boards/One-Stop Career Centers will create additional Access Points to the One-Stop Career Center system at new FBCO partner sites. These Access Points will target high-poverty, Limited English Proficiency, and other high-need populations to increase the access of job seekers to the workforce system; and
- The U.S. Department of Labor will examine how Web-based Resource Directories and Access Points can help One-Stop Career Center systems across multiple states.



Technical Assistance Package

The USDOL has contracted with an organization (Contractor) to develop Web-based Resource Directories which will be customized to match the look and feel of each State's Website. The Contractor will also provide personnel (**SHARE Network** staff) who will train and assist each participating State to implement the Resource Directory and Access Point projects. The **SHARE Network** staff will conduct an initial assessment/project development site visit and a week-long work-plan development and training session. **SHARE Network** staff will also provide technical assistance throughout the year. Members of the **SHARE Network** staff pioneered both the Job Service North Dakota and the United Way of Brevard County projects.

For each participating State, the Contractor will develop and customize a statewide, Web-Based Resource Directory and will permit the State to use the Directory for one year, and subject to the availability of funds, for a second year, without cost to the State. Within 60 days after concluding the period of agreement between the USDOL and each participating State, the State may exercise the option to retrieve resource information (contact information for non-profits) from the Directory and develop its own Web-based tool, contract with another service provider, or contract directly with the current service provider for ongoing support services.

For more information, please contact Erica Sager at the USDOL Center for Faith-Based and Community Initiatives. Her email is sager.ERICA@dol.gov and her phone number is 202 693 6451.



STEPS

PROJECT SET-UP

After the State agrees to participate in project and agrees to sign Memorandum of Understanding that outlines roles and responsibilities, the State will assign principal contact (State principal) in the workforce investment system. **SHARE Network** staff will work with the State's principal to understand the State's distinctive infrastructure, technology, key leadership, history of FBCO involvement, etc. This process will be conducted via electronic correspondence and telephone interviews.

ASSESSMENT

One to two days of on-site meetings are conducted between **SHARE Network** staff and key stakeholders, such as the State's labor/workforce development chief, leaders of local Workforce Boards and/or One-Stop operators, key deputies, assistants, and specialists such as the State's website and technology specialists.

TRAINING

SHARE Network staff conducts intensive implementation training over a five-day period, to equip state-selected individuals to fully implement a state-wide Resource Directory and Access Points in selected areas.

COACHING

Follow-up technical assistance is provided by **SHARE Network** staff via phone, email and/or Web conferencing to ensure smooth roll-out and implementation of the State's Resource Directory and Access Points.

SHORT TERM OUTCOMES

- State principal will schedule on-site meetings with key stakeholders and the **SHARE Network** staff.
- **SHARE Network** staff and the State's principal will outline meeting agendas.

- Stakeholders will define specific goals for their **SHARE Network** including the number of FBCO providers in the Resource Directory and the number of customers served through Access Points.
- Stakeholders will identify members for the State's **SHARE Network** team and will assign specific responsibilities for outreach, implementation and the follow-up necessary to create and sustain its Web-based Resource Directory and FBCO Access Points.
- All participants will agree to an action plan to facilitate the week-long implementation training for the State's **SHARE Network** team and set dates for that training.

- State's **SHARE Network** team will complete work plans with tasks and timelines for project implementation and obtain approval by key stakeholders.
- **SHARE Network** staff will provide State-customized materials including the Resource Directory software; an Access Points Toolkit; and multimedia templates for educating customers and FBCOs about the State's **SHARE Network**.
- **SHARE Network** staff and the State's **SHARE Network** Team will agree upon dates for project rollout and for follow-up technical assistance.
- State's **SHARE Network** team will effectively address challenges that arise during project implementation and will be successful in their efforts.
- State will achieve its goals and create new ones.

Update – Special Committee Reports

- **Business & Industry – Attachment 1**
- **Targeting Resources – Attachment 2**
- **Lifelong Learning – Attachment 3**
- **Accountability in Workforce Investments – Attachment 4**

Business and Industry Special Committee Report March 14, 2006

This report provides an update on the activities and results of the Business and Industry Special Committee (Committee). The report outlines the issues and strategies the Committee is pursuing, as well as recommendations and products the Committee is proposing for presentation to the full State Board for approval.

Special Committee Membership

Jamil Dada, **Chair**, Board Member
Stewart Knox, **Vice Chair**, Verdugo
Executive Director
Norris Bishton, Board Member
Charlie Brown, NORTEC Executive
Director
Jerry Butkiewicz, Board Member
Kay Ferrier, CA Community Colleges,
Chancellor's Office

Frances Laskey, President – California
Employer Advisory Council
Sean Liou, Board Member
Ed Munoz, Board Member
Paul Saldana, President & CEO -Tulare
County Economic Development Corp.
Warren Jackson, Board Member
Willie Washington, Board Member

Committee Description

The Committee's focus is on how the workforce system can serve business and industry better and how that can translate into improved occupational and career opportunities for future and current workers. The themes to be addressed by this Committee include:

- Supporting and improving local business services.
- Identifying and incorporating high-wage, high-growth jobs into career-oriented service strategies.
- Maximizing promising practices information.
- Supporting California's small businesses.

Partnerships

To expand the capacity of staffing the Employment Development Department (EDD) has provided dedicated staffing to support the work of the Committee. Moreover, Committee membership has resulted in immediate partnering with the California Manufacturers and Technology Association (CMTA) and California's economic development community.

Summary of Activities

The Committee continues work in the following areas.

Basic Business Services Workgroup – A workgroup has been convened to develop recommendations regarding the establishment of a basic level of business services in the One-Stops. The workgroup has met twice with discussions focusing on:

- Identifying broad service categories that can be easily marketed to the employer community.
- Identifying criteria to assist Local Areas in determining if the services being provided are based upon the needs of the business community.
- Development of resources for business services (e.g. waivers, incentives, best practices).

California Association for Local Economic Development Joint Survey – This joint survey is intended to identify opportunities for further collaboration with local economic development organizations. The survey was e-mailed to 58 Economic Development Corporations. The survey results have been tabulated and will be presented as a formal report for discussion at the March Committee meeting.

California Manufacturers and Technology Association Joint Survey – This joint survey is intended to assess CMTA Memberships' workforce needs (e.g., skill gaps, recruitment, etc.) and the current level of awareness and use of the public workforce system. The survey was disseminated by CMTA by means of their on-line surveying system. The survey results have been tabulated and will be presented as a formal report for discussion at the March Committee meeting.

Strategic Planning Framework –State Board staff is working jointly with EDD to develop local planning guidance that is intended to collect and/or initiate local strategic planning efforts. The planning guidance will obtain feedback from Local Areas regarding their engagement of business and industry in identifying their needs and developing strategies to address those needs. The planning guidance will be released to the Local Areas in draft form in May with local plans due to the State in early August.

Next Steps for the Special Committee

The next Committee meeting is scheduled for March 8 and will include:

- An update regarding the work of the Basic Business Services Workgroup. The workgroup is scheduled to meet again in April to further discuss recommendations that will be presented to the Committee in June.
- Discussion of the CALED survey results.
- Discussion of the CMTA survey results.
- Initial discussion regarding high-wage high-growth career oriented strategies.

Targeting Resources Special Committee Report March 14, 2006

This report provides an update on the activities and results of the Targeting Resources Special Committee (Committee). The report outlines the issues and strategies the Committee is pursuing, as well as products the Committee is proposing for presentation to the full State Board for approval.

Committee Membership

Barry Sedlik, **Chair** and Undersecretary, Business, Trade and Housing Agency
Mike Curran, **Vice-Chair**, Executive Director, North Valley Job Training Consortium (NOVA)
Richard Alarcon, Board Member
Jerry Butkiewicz, Board Member
Ada Carrillo, Acting Executive Director, Employment Training Panel
Jacqueline Debets, Economic Development Coordinator and WIB Executive Director, Humboldt County
Sean Liou, Board Member
Richard Mendlen, Board Member
Kathleen Milnes, Board Member
Dwight Nixon, Board Member
Art Pulaski, Board Member
Miguel Pulido, Board Member
Wayne Schell, President, California Association for Local Economic Development

Committee Description

The Committee's focus is on targeting workforce resources to special workforce populations, industries, businesses, workforce services, economic and labor market information, and geographical areas to have the greatest economic impact for the State. The themes to be addressed by this Committee include:

- Advancing workers with barriers to employment.
- Investing resources in vital industries with statewide labor shortages.
- Continuing to improve State and local economic and labor market data.
- Targeting limited resources to areas where they can have the greatest economic impact.

Summary of Activities

The Committee continues to refine work in two specific areas: the advancing low income worker proposal and the goods movement sector proposal. A summary of those proposals follows.

Advancing Low Income Workers

The Secretary of the Labor and Workforce Development Agency has made available approximately \$1 to \$1.2 million from the Governor's WIA 15 Percent Discretionary funding for this initiative and stipulated that it target chronic employed statutory minimum wage workers. The Committee authorized the formation of a staff level working group, to include local partners, to develop language for a Solicitation for Proposals (SFP), structured on the principles the Committee had previously identified. The workgroup has met three times and continues to work with the Secretary's Office and the Employment Development Department on how this initiative will inform the SFP for the 2006/2007 Fiscal Year.

Collaborative Strategies in the Goods Movement Sector

The State Board staff has been provided a copy of the California Community College's proposal that was submitted to the US Department of Labor for the High Wage/High Growth initiative. Fundamental to the proposal is to develop the capacity to build curriculum, develop a high school pipeline connection, support both incumbent and potential workers, and includes a strong collaboration between the schools, community colleges and local boards in three regions of the state.

The Committee authorized the formation of a workgroup to evaluate the proposal to see if it contained elements that would be beneficial to continue the work in the logistics area. The task of the workgroup would be to determine the structure, project design, and if it could, influence the SFP process or determine if there are some other options that the Committee may consider. The workgroup staff has met three times with representatives from the Community College and anticipates making some recommendations for the Committee's consideration and action to coincide with the State Board meeting scheduled in July 2006.

Partnerships

The EDD identified lead staff to support the work of the Committee. The Committee also is working collaboratively with the California Association for Local Economic Development. Similarly, the Committee continues to work with other workforce and economic development entities such as: the Economic Strategy Panel and the Regional Economies Project, the Labor Market Information Division, the Department of Rehabilitation, the Employment Development Department, the California Budget Project, and the California Research Bureau.

Next Steps for the Special Committee

The next Committee meeting is scheduled for March 2, 2006 and includes:

- Progress reports from the two workgroups referenced above,
- Briefings by representatives from each of the Special Committees, and
- A Committee strategic planning session.

Lifelong Learning Special Committee Report March 14, 2006

This report provides an update on the activities and results of the Lifelong Learning Special Committee (Committee). The report outlines the issues and strategies the Committee is pursuing, as well as recommendations and products the Committee is proposing for presentation to the full State Board for approval.

Special Committee Membership

Mark Drummond, **Chair**, Board Member
David Rattray, **Vice Chair**, President,
UNITE LA, Vice President, LA Area
Chamber of Commerce
Pat Ainsworth, Board Member
Bob Balgenorth, Board Member
Ken Burt, Board Member
Victor Franco, Board Member

Kathy Kossick, LWIA Representative
Gayle Pacheco, Board Member
Monica Poindexter, Genentech (new
member)
Frank Quintero III, Board Member
Rona Sherriff (for Wesley Chesbro),
designee for Board Member
Fred Slone, LWIA Representative
Joseph Werner, LWIA Representative
Alan Bersin, Secretary of Education

Committee Description

The Committee's focus is on collaborating to improve California's educational system at all levels by providing current and future workers with lifelong learning opportunities that are aligned with the new and changing economy. The major themes to be addressed by this Committee include:

- Improving career technical and vocational education.
- Improving Workforce Investment Act (WIA) Youth services, focusing on those youth most in need.
- Addressing literacy needs.
- Addressing apprenticeship programs.
- Addressing lifelong learning.

Partnerships

To expand staff resources for the Committee, lead staff from the Employment Development Department (EDD), the California Department of Education (CDE), and the California Community Colleges Chancellor's Office (CCCCO) are supporting the work of the Committee. Additionally, the Committee has established collaborative relationships with the U.S. Department of Labor (DOL), the Office of the California Secretary of Education, the Department of Corrections, and others, at both the State and local levels, concerned with lifelong learning.

Summary of Activities

The Committee held its third meeting on January 19, 2006 at the California Workforce Association's Youth Conference in Orange County. The Committee was given a presentation on the Youth Conference itself and the information that it generated. The Committee also heard a presentation, at the request of the Committee Chair, on the Riverside Community College Gateway to Early College project, which resulted in a substantive discussion, that included industry representatives, of similar community college models for serving out-of-school and at-risk youth and young adults. The Committee requested that staff do further research into successful education and workforce collaborations, with the eventual goal of identifying a program approach that might be expanded statewide to serve this rapidly growing population of at-risk youth and young adults.

As a step in that research, committee staff and the Committee Chair attended a convening of seven Gateway projects, similar to the Riverside project, from other areas of the State. The mini-conference, and the projects themselves, are under the umbrella of the Community Colleges Career Ladders Project. Staff brought information back from this meeting that may be sufficient for developing the type of proposal that the Committee is seeking for recommendation to the CCCCCO, the Secretary of Education, the Labor and Workforce Development Agency, and the CDE for statewide piloting.

The Committee also discussed the development of recommendations for implementing the State Board's vision for lifelong learning through Local Planning Guidance. Staff was asked to participate in a work group to create this element of the Local Planning Guidance that State Board and EDD staff are already developing.

Next Steps for the Special Committee

- The Committee will collaborate with the CCCCCO, the EDD, and the CDE to develop a proposal to fund five pilot "bridging" programs.
- As a part of implementing the vision for lifelong learning, staff is working collaboratively to develop the necessary element for the new Local Planning Guidance.
- The Committee will, through strategic planning with staff and the other three special committees, connect with other initiatives that are being considered or pursued by the other committees and that touch upon lifelong learning issues such as literacy training, apprenticeships, and employer-based learning.

**Accountability in Workforce Investments
Special Committee Report
March 16, 2006**

This report provides an update on the activities and results of the Accountability in Workforce Investments Special Committee (Committee). The report outlines the issues and strategies the Committee is pursuing, as well as products the Committee is proposing for presentation to the full State Board for approval.

Special Committee Membership

Kirk Lindsey, **Chair**, Board Member
Jerald Dunn, **Vice Chair**, CWA Chair
Cynthia Amador, Board Member
James Crettol, Board Member
John Hooper, California Chamber of
Commerce

Charles Lundberg, Employment Training
Panel
Gayle Pacheco, Board Member
James Shelby, Board Member
Audrey Taylor, Board Member
Jan Vogel, Board Member

Committee Description

This Committee is charged with exploring and resolving issues under the following themes:

- Improving State and local coordination between partner agencies and programs.
- Identifying and achieving administrative efficiencies and better service integration in California's workforce system.
- Optimizing training and availability of funds.

Partnerships

The EDD identified lead staff to support the work of the Committee. The Committee is also working collaboratively with the California Chamber of Commerce; the Employment Training Panel; California Department of Education, Adult Education; California Department of Rehabilitation; and the California Workforce Association. Using the expertise of the CWIB members, we have board members representing small business, community based organizations, local workforce investment areas, economic development interests, and universal access issues.

Summary of Activities

The Committee has met four times in Sacramento and once in Southern California since its inception on July 28, 2005. At that meeting, staff was directed to develop a proposed work plan encompassing the major theme of this Committee, Optimizing Training and the Availability of Training Funds.

At the August 23, 2005 meeting, the Committee was presented with a short term work plan consisting of two initiatives: a California Workforce Investment Board/California Department of Education (CWIB/CDE) Adult Education and One-Stop Career System Partnership survey; and a CWIB/EDD Cost Study on the One Stop Career System. The Committee directed staff to gather data related to Adult Education and the One-Stop Career System partnerships and report back to the Committee at the next meeting. The Committee also authorized staff to begin the development of a proposal concerning the CWIB/ Employment Development Department (EDD) Cost Study on the One Stop Career System.

The second meeting of this Committee was held in Sacramento on September 27, 2005. Staff presented two proposal documents to the Committee:

1. The joint CWIB/CDE Proposal to Conduct a Study Concerning the Role of Adult Education within the One-Stop Career System; and
2. The joint CWIB/EDD Proposal to Conduct a Cost Study of the One-Stop Career System.

The Committee acted on these two documents and authorized staff to proceed with the development of the CWIB/CDE Adult Education and One-Stop System survey questionnaire. Simultaneously, staff was also directed to fully develop the CWIB/EDD Cost Study of the One-Stop Career System that will include an enhanced description of the study design, project timeline, and a detailed budget.

The third Committee meeting was held in Sacramento on November 10, 2005. Staff presented the CWIB/CDE Adult Education survey questions for final review and a detailed CWIB/EDD cost study proposal. The Committee acted on these two documents and authorized staff to proceed with distributing the CWIB/CDE Adult Education and One-Stop System survey questionnaire pending approval of the State Board. Additionally, the Committee approved the final CWIB/EDD Cost Study of the One-Stop Career System proposal which was to be presented to the State Board for approval on November 30, 2005.

At the November 30, 2005 State Board meeting, CDE expressed last minute policy concerns about the CDE Adult Education survey. The State Board postponed the approval of the CWIB/CDE Adult Education survey until these issues were resolved. The State Board approved the CWIB/EDD Cost Study of the One-Stop Career System.

The fourth Committee meeting was held on January 25, 2006 in the city of Hawthorne located in Southern California. Staff provided an update of the activities associated with the two initiatives that were adopted. The CWIB/CDE Adult Education survey could not move forward because subsequent meetings with CDE management in December 2005 to try and resolve their concerns had reached an impasse. This resulted in CDE withdrawing their support for the project. Given these developments, the Committee decided to no longer include the survey as an active item on their agenda. A letter from the Committee Chair was sent to inform the California Department of Education of the Committee's decision.

Staff also presented and recommended that the Committee adopt the initiative of completing the State Board' work concerning the One Stop Certification process. The Committee approved the recommendation directing staff to move forward with the One-Stop

Certification process by reestablishing the One-Stop Stakeholders Workgroup. The Workgroup's first task will be to update and consolidate the basic criteria document that defines a One-Stop Center that was originally drafted by the original Workgroup for the Committee's approval. The Committee decided that the document should be utilized as a resource guide that can be used by Local Areas for developing their own voluntary One-Stop self-certification process. Staff is currently working on identifying workgroup members from the original Workgroup and requesting participation. The Committee will recommend that the State Board approve the decision to move forward in completing the State Board's work concerning the One-Stop Certification process.

For the One Stop Career Center System Cost Study, the contract for hiring a consultant (Professor Richard Moore, California State University, Northridge) is in clearance. The research team will be meeting with a nationally recognized expert in the cost accounting field in March 2006. Letters have been sent to State agencies requesting participation in the state level Steering Committee. Additionally, letters to Local Workforce Investment Board chairs and directors has been sent soliciting their participation in the study. Case Study sites are currently being identified. The Committee will be providing an updated status report to the State Board concerning the cost study.

Next Steps for the Special Committee

The Committee will:

- Schedule another meeting in Sacramento on March 23, 2006. The Committee will be provided with an update on the activities associated with the adopted initiatives.
- Establish the One-Stop Certification Workgroup and conduct its first meeting which is scheduled on March 16, 2006.
- Establish a state level Steering Committee for the Cost Study and schedule a meeting sometime in March-April.
- Conduct the first pilot case study site of a One-Stop Career Center in April.

Discussion - March 30, 2005 State Board Meeting Agenda



CALIFORNIA WORKFORCE INVESTMENT BOARD

MEETING NOTICE

**Los Angeles Valley College
Campus Center Building, Monarch Hall
5800 Fulton Avenue
Valley Glen, CA 91401**



Lawrence Gotlieb
Chairman

Christine Essel
Vice Chair

**Thursday, March 30, 2006
10:00 a.m. – 12:30 p.m.**

Arnold Schwarzenegger
Governor

Brian McMahon
Executive Director

AGENDA

- 1. Welcome and Opening Remarks**
 - **Larry Gotlieb, Chair**
- 2. Update – Labor and Workforce Development Agency Report**
- 3. Update - Executive Director's Report**
- 4. Action – Approval of Administrative Items**
 - **November 30, 2005, State Board Meeting Summary**
 - **Waiver Requests to be Submitted to the Department of Labor (DOL)**
 - **Golden Sierra Local Area Modification Request**
- 5. Action – Approval to Participate in DOL's Sharng How Access to Resources Empowers (SHARE) Initiative**
- 6. Action – Approval of Business & Industry Special Committee Report**
- 7. Action – Approval of Targeted Resources Special Committee Report**
- 8. Action – Approval of Lifelong Learning Special Committee Report**
- 9. Action – Approval of Accountability in Workforce Investments Special Committee Report**
- 10. Public Comment**
- 11. Other Business that May Come Before the Board**

Meeting conclusion time is an estimate; meeting may end earlier subject to completion of agenda items and/or approved motion to adjourn.

In order for the State Board to provide an opportunity for interested parties to speak at the public hearings, public comment may be limited. Written comments provided to the California Workforce Investment Board must be made available to the public, in compliance with the Bagley-Keene Open Meeting Act, §11125.1, with copies available in sufficient supply.

Individuals who require accommodations for their disabilities (including interpreters and alternate formats) are requested to contact the California Workforce Investment Board staff at (916) 324-3425 at least ten days prior to the meeting. TTY line: (916) 324-6523. Please visit the California Workforce Investment Board website at <http://www.calwia.org> or contact Teresa Gonzales for additional information.

Public Comment

Other Business That May Come Before the Committee